2018/2019 MSA Council Meeting #1 - Agenda
Monday, September 10, 2018
12:00pm-12:50pm, KATZ 1-080

1. Chair’s Business (3 min.)
   1. Call to order
   2. Territory/Treaty Acknowledgement
   3. Attendance
      1. Eleanor (President) mentioned that attendance list will be placed at the
         front table, double check that your name has been checked off for
         attendance
      2. ABSENT: Edmonton Manual Officer, Affair of the Heart officer, AMSCAR
         officer
   4. Next Meeting Date - October 15, 2017 (ECHA 2-190, 5:00-5:50)
   5. Call to approve last meeting’s minutes
      1. 2017/2018 MSA Council Meeting #8 Minutes - See supplemental item A1

1. Executive Reports
   1. PRESIDENT (7 min.)
      1. Welcome
      2. Updates & Executive Year Goals – See supplemental item B2
         1. Will be holding meeting more informally as it is a small group, but
            will pass motions in the same way
         2. MOTION: to pass meeting agenda - Passed
      3. Student success = theme 1
         a. Goals:
            i. Ucmg advocacy by VP external and President
            ii. Remediation transparency by VP education
            iii. Preclerkship procedural skills by President
         4. Transparent & streamlined processes = theme 2
            a. Semester updates - all portfolios
            b. Consistent messaging across platforms - all portfolios
            c. E-transfers & reimbursements - VP admin
            d. Clubs manual & supports
         5. Fostering a welcoming MSA = theme 3
            a. Power & privilege training w/ VP community engagement
            b. IHI partnership, curriculum - all portfolios, esp VP ed
c. Mistreatment policy & reporting - president

d. Adopting inclusivity guidelines - VP community engagement. When we have event we ensure we are following the guidelines, to ensure we are not excluding anyone by accident.

e. HPLE working group- VP student affairs, President. Will look at the program through the eyes of ‘wellness’- taking into account student schedule and exams

6. MSA office redesign: decorating the MSA office in a more welcoming way (furniture, cleaning, posters, lighting, open hours, snacks!)

2. **VP FINANCE (10 min.)**

1. 2018-2019 MSA Budget Presentation – *See supplemental item C3 + D4*
   
   1. Detailed version attached to email by Ines. Breakdown of last year’s expenses and this year’s projected expenses
   
   2. Revenue sources mainly from MSA fees. Of $400 $88 to ama, $88 to CFMS, the rest goes to funding. Some honorarium received from attending conferences
   
   3. General categories of where money goes: 54% to MSA committees, some faculty cofunded things and operational costs

   a. UME money - Mainly going to graduation

   b. CFMS provides additional $10k

   c. Alumni funding

   d. Joint funding - if you need extra money for existing club or for new club/initiative - have application cycles 3x/year. Co-funded b/c faculty provides some additional funding

   e. MSA committees:

   i. increased budget going to class council ($1000 each year rather than $900 in previous years), clubs and initiatives ($150 per club), facilities (decreased this year to $1000), icebowl and sports reps ($5000),

      1. Talk to Paul to get updated club status or budget

      2. Facilities will be $1000, enough based on conversation w/ facilities reps

      3. Sports reps usually get $200. Request for new jerseys, so some extra money allocated this year.
f. Operational costs
   i. Decreased admin costs. IGS (indigenous gathering space): recap-- room before echa pedway was converted to IGS, is now complete, and MSA has put some money into furniture + reno costs.
   ii. MSA awards costs increased, MSA retreat increased for food for meetings (AGM, leadership); western deans increased

4. Compared to last year's budget
   a. More revenue than expected, due to sponsorships
   b. Expenses last year were lower than expected
   c. Net income: expenses exceed revenue slightly, due to some one-time costs like icebowl, IGS, jerseys, increasing number of clubs/initiatives. Expecting 2019 net income to also be negative but less than 2018, given the aforementioned
   d. FACILITIES SR (Harry): asked about surplus. VP FINANCE (Daphne): We do have a bit of surplus roughly estimated of $50k, which is sustainable. We get review every year.
   e. 2021 CLASS REP (Jimmy): asked about the math behind revenue/expenses chart. Daphne: will get back to MSA on that
   f. ARCHIVIST SR (Genie): asked when the first cycle of joint funding is. VP FINANCE (Daphne): Nov. 1st, Explained the process briefly. Need faculty approval first. VP STUDENT AFFAIRS (Paul): last year mentioned new club + initiative application- talk to him about clubs, funding
   g. FACILITIES SR (Marc): asked VP student affairs (Paul) about base-funding and access to club money. VP STUDENT AFFAIRS (Paul): will send email to everyone about reimbursement policy. Keep track of all your receipts.
   h. AMA SENIOR REP (Zohaib): what is the breakdown of the $16,000 for clubs? VP FINANCE (Daphne): $16k is all the money for clubs, joint funding is extra that people will need.

Executive Business
   3. VP FINANCE/PRESIDENT MOVE to approve the MSA budget for the 2018/2019 Academic Year (5 min.) - See supplemental item D4
1. **PRESIDENT**: Motion to approve - approved and seconded.

2. **Member Reports & Business (8 min.)**
   1. MSA Sports Reps
      a. **SPORTS REP (Thomas)**: Hockey tournament on Sunday. Exceeded funding a bit? 464 people attending, 230 from the UofA yay. Hayley will not be playing :(
      b. Volunteer Form for Icebowl, please circulate: [https://docs.google.com/forms/d/1CTMnXEIlhSKPP1ovUjNhcgk2JJzaTzd0rz2pGUILIUTM4](https://docs.google.com/forms/d/1CTMnXEIlhSKPP1ovUjNhcgk2JJzaTzd0rz2pGUILIUTM4)

2. Sustainability Officer
   Biodegradable items at events
   a. **ENV SUSTAINABILITY OFFICER (Alex)**: last year, him and Rahul wanted to promote biodegradable plates + napkins + utensils. There was a float available at the MSA lounge for 2020’s to use for clubs. This year, hoping to make use of the surplus of plates etc for events. Contact alex to get a hold of those before your event. Fill out the binder to keep track of how many materials you took. Tried to incentivize it last year-- # of times you used biodegradable stuff put your club in a draw to win tim hortons gift cards
   b. **ALUMNI SR (Megan)**: for alumni BBQ, used biodegradable materials, but did not foresee putting them away afterwards, need green bin for compost.
   c. **ENV SUSTAINABILITY OFFICER (Alex)**: will also provide biodegradable bags for disposal after events, at a certain location in Katz TBD.

1. **Question Period (4 min.)**
   a. **VP FINANCE (Daphne)**: checked her budget and forgot to include in the simplified budget: stethoscope revenue. Counts for the 16000 that Jimmy was asking about
   b. **PRESIDENT (Eleanor)**: motioned to vote on budget, so now need to vote on it. Please raise your placard for voting for budget - All for budge, none against or abstaining - passed.

2. **Adjournment (2 min.)**
   a. **MOTION** to adjourn passes unanimously.